APPROVED

Washington Latin

Minutes

Monthly Board of Governors Meeting

February Board Meeting

Date and Time
Thursday February 3, 2022 at 6:00 PM

Directors Present
A. Graham (remote), B. Caldwell (remote), B. Williams-Kief (remote), C. McFadgion (remote), C. McGurn (remote), C. Wilkinson (remote), H. Rawlings (remote), K. Merritt (remote), L. Ballenger (remote), L. Rucker (remote), P. Mara (remote), T. Morgan (remote)

Directors Absent
K. Osagie, N. McCoy

Directors who arrived after the meeting opened
B. Caldwell, C. Wilkinson, L. Rucker, T. Morgan

Guests Present
C. Davis (remote), C. Gifford (remote), G. Billings (remote), J. Kearney Shanahan (remote), J. Kelly (remote), K. Cromwell (remote), P. Anderson (remote), Y. Tse (remote)

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

K. Merritt called a meeting of the board of directors of Washington Latin to order on Thursday Feb 3, 2022 at 6:00 PM.

C. Approve Minutes

K. Merritt made a motion to approve the minutes from Monthly Board of Governors Meeting on 12-02-21.
H. Rawlings seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Ballenger	Aye
C. McFadgion	Aye
B. Williams-Kief	Aye
C. McGurn	Aye
L. Rucker	Absent
A. Graham	Aye
T. Morgan	Absent
K. Osagie	Absent
H. Rawlings	Aye
N. McCoy	Absent
C. Wilkinson	Absent
K. Merritt	Aye
P. Mara	Aye
B. Caldwell	Absent

L. Rucker arrived.

II. Head of School Report

A. Update on what's happening

- Charter amendment was approved unanimously
- Four vacant positions have been filled (one additional faculty member resigned)
- 2 distinguished speaker events
- We have moved into a new phase of COVID testing after the winter break
- 97% of Latin faculty are vaccinated; 85% of students are vaccinated; 92% of 7th-12th graders are vaccinated and 64% of 5th and 6th graders
- We have had 133 cases of COVID since August

C. Wilkinson arrived.
B. Caldwell arrived.
T. Morgan arrived.

III. Growth Update

A.

Review Dashboard

- Update on the growth project plan and dashboard for opening the second campus
  - Furniture orders are a little behind but should still have plenty of time to arrive before the summer
- Leadership update: we had good news and we are hopeful that our top choice for the leader at Cooper Campus will be available and able to assume the role.

IV. Academic Excellence Committee

A. Enrollment Update

- Report from the Academic Committee January Meeting
  - Report from Rickey Torrence, chair of the science department
  - There was a delay on the PMF, so was not able to provide an update here
  - Met the new Director of Data Management and Alyse, Peter, and Jimmy will meet to discuss a regular data dashboard

Enrollment Update

- New bus ads are up on city buses
- Canvassing events are planned for student recruitment
- 862 applications for the Upper School for next year
- We currently have 259 applications for Cooper Campus, we are still looking for more applications from Wards 7 and 8 in particular
- New partnership with Rocketship so we are hoping that those families will apply

B. Beginning of the year data

- Students in 5th and 6th grade took NWEA MAP testing this year.
- Data was included in the Board packet

V. Compensation Committee

A. Update on current work

- We are engaged in a compensation study with EdFuel.
- Started with a faculty survey of specific roles: teacher, dean, counselor, and special education case manager
- EdFuel has engaged with the school leadership team, faculty focus group, and a Board Committee, as well as the faculty through a faculty survey
- Faculty survey showed that faculty overall are not satisfied with compensation; there is not meaningful differences among satisfaction among demographic groups
- Faculty survey showed that faculty do not believe that we offer competitive salaries and our benchmarking shows that this is an accurate perception
- We work hard to ensure that we have a strong employee value proposition

- We have designed a compensation philosophy designed to support our employee value proposition based on clarity, equity, and rewarding retention at Washington Latin. These values came from faculty survey, faculty focus group, and school leadership team
- We are redesigning compensation system so that people know what they are going to make and what they will make in the future

VI. Finance

A. Budget timeline and assumptions

- Baseline budget for next year is in process
- Will work to incorporate the results of the compensation study into the budget
- Reviewed assumptions built into the budget regarding enrollment, inflation, grants, etc.
- Will need a special board meeting in late March (potentially March 22nd) to approve the draft budget with salaries for next year

B. Updated financials

- Higher revenue than expected due to higher enrollment and grants than we anticipated

VII. Development

A. Report from December and January Committee Meetings

- Capital campaign remains the priority
    - Promising communications with potential donors
    - Need to turn information around quickly regarding the approval for the temporary site for Cooper Campus to potential and current donors
- Sweet 16 Gala: check your networks for potential sponsors for the gala
    - Could potentially be "super" hosts to invite folks from Board members' networks to events
- Approval from PCSB for the 711 Edgewood
    - Engaged the community
    - Working with neighbors and other schools to make good faith effort

VIII. Governance

A. Priorities for the Rest of the Year

Priorities for the Year

- Nominating new Board members
- Recruit and onboard new members

- Keep Board governance document up to date using Board on Track
- Update strategic plan

A. Graham made a motion to move into Executive Session.
B. Caldwell seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Ballenger	Aye
B. Caldwell	Aye
K. Osagie	Absent
L. Rucker	Aye
B. Williams-Kief	Aye
T. Morgan	Aye
C. Wilkinson	Aye
H. Rawlings	Aye
A. Graham	Aye
P. Mara	Aye
K. Merritt	Aye
C. McGurn	Aye
C. McFadgion	Aye
N. McCoy	Absent

IX. Executive Session (Closed to the Public)

A. Executive Session to discuss negotiations and evaluations

- We have a Certificate of Occupancy for 711 Edgewood Street NE for our temporary location
- Discussion of ongoing real estate negotiations for a permanent facility

- Discussion of upcoming open Board member seats and next steps

- Discussion of Head of School Evaluation

A. Graham made a motion to leave executive session.
C. McGurn seconded the motion.

1. Alyse
2. Barry
3. Brendan
4. Carl
5. Chris
6. Ken
7. Laurie

8. Lisa
9. Tim

The board **VOTED** unanimously to approve the motion.

Roll Call

K. Merritt	Aye
T. Morgan	Aye
C. Wilkinson	Aye
K. Osagie	Absent
C. McGurn	Aye
P. Mara	Absent
L. Rucker	Aye
C. McFadgion	Aye
L. Ballenger	Aye
B. Williams-Kief	Aye
A. Graham	Aye
B. Caldwell	Aye
H. Rawlings	Absent
N. McCoy	Absent

X. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
C. Wilkinson